

## CHAPTER 3

### PROCUREMENT QUALITY ASSURANCE (PQA)

A. GENERAL. This chapter provides general guidance and references used in support of PQA (a contract administration function).

1. Purpose. PQA is designed to assure contractors fulfill their contract obligations in respect to product quality (specifications), quantity, and related services. Objective is to make sure the Government gets what it contracted for.

2. DoD Directory of Contract Administration Offices (CAO). DLAH 4105.4 (see reference index) indicates the CAO which provides PQA by location, address, etc. The handbook is administered by DLA-AQC. Deviations from PQA assignments in this handbook will be coordinated with all DoD Components involved.

#### B. QUALITY RESPONSIBILITY

1. Contractor. It is the contractors responsibility to control the quality of fuel and to provide product and services which conform to contract requirements.

2. Contracting Agency. The contracting agency ensures PQA is performed and arranges for acceptance of product and services.

3. Defense Contract Management District (DCMD). PQA responsibility is assigned to Quality Assurance Representatives (QAR) at DCMDs. QARs perform PQA IAW DLAMs 8200.2 and S200.5 (see reference index); DASC-WP. Cameron Station. Alexandria, VA 22304 distributes copies.

4. Quality Assurance Representative (QAR). QARs oversee the contractor quality control operations and assure product meets contract quality specifications. PQA functional responsibility is fulfilled when product is accepted/ownership transfers to the Government; then quality surveillance begins.

5. Military and DFSC Fuel Laboratories. The Semites and DFSC shall maintain fuel labs to test samples of petroleum products submitted by QARs. When fee for service becomes effective. DFSC will reimburse the Military Services for providing testing services of DLA-owned products (supplied by QARs)

at service fuel laboratories. NOTE: Laboratory services provided by the Military Services on samples submitted by QARs for testing, as required by the Military Services in DLAM 4155.1, section 7., will not be reimbursed by DFSC.

6. DFRs. DFRs shall coordinate product shipping schedules with QARs to facilitate quality assurance efforts.

7. Fuel Quality Limits. Product failing contractual quality requirements will not be shipped directly to a military facility unless approved by the technical office in section F., below. See section E. below for contract waivers. For end user policy, see chapter 7, section J. of this volume.

#### C. GOVERNMENT POA AND ACCEPTANCE

1. FOB Origin Contracts. PQA is performed at origin when the contract so indicates. Acceptance shall be conclusive, except for latent defects, fraud, gross mistakes amounting to fraud or a otherwise provided in the contract. Receiving locations may perform further tests when the quality of the product appears to be questionable.

2. FOB Destination Contracts. Title passes to the Government at the receiving location when the product is accepted, or at such other point stated in the contract. Quality inspection is performed at origin, or at a mutually agreed intermediate location, by the contractor. To assure product has remained on-specification during transit, check tests are performed at destination as required by the contract.

3. Contract Bulletins. Product such as motor gasoline, diesel, burner oils, etc., purchased under contract bulletins are usually shipped FOB destination with inspection and acceptance at destination. Contract bulletins which supply aviation fuel, ship bunker fuel, and lubricants are assigned PQA at product source.

a. Unless otherwise specified in the contract, inspection may be limited to determining that product received conforms to contract terms such as type, and is not contaminated, and quantity is correct; product

may be accepted on this basis. However, further inspection may be required prior to acceptance if product appears to be other than ordered, or samples from past deliveries have not met specifications, or fuel in the past caused engines to operate unsatisfactorily.

b. Receiving locations should report delivery and quality problems to the Contracting Officer and inform the SCP. SCPS may conduct their own investigation or request the assistance of the Contracting Officer. The regional DFR or DCMD will assist the Contracting Officer in resolving contract bulletin problems.

c. The method of inspection/acceptance outlined above does not preclude periodic sampling of deliveries by the ordering officer and submission of such samples to a military laboratory for tests.

4. Inspection Stamps. Bulk petroleum products are shipped in tankers, barges, tank cars, tank trucks, and pipelines. Therefore, it is not practical to affix DoD procurement inspection approval stamps to such deliveries. The DD Form 250, Material Inspection and Receiving Report, and all forms in this series are sufficient to indicate inspection and acceptance.

D. REPORTS. QARs performing PQA on petroleum products shall report data and actions taken to DFSC-Q upon request; reports will indicate point of contact, phone number, address, etc.

E. CONTRACT WAIVERS. Product and services supplied on DFSC contracts will conform to all of the contract terms and requirements. However, FAR provisions allow contract exceptions as follows:

1. Contract waivers may be granted in support of urgent requirements or economy subject to equitable adjustment of contract price or other consideration; specification waivers will be coordinated with the organization responsible for the product technical requirements.

2. Contractor waiver requests to contract terms/product specifications may only be approved by the Contracting Officer; such requests will be direct to the

Contracting Officer with an information copy to the Ordering Officer. When contractors request waivers: (a) Contracting Officers will request DFSC-Q review waivers for technical evaluation, (b) DFSC-Q will review waivers and recommend whether such be accepted or rejected in coordination with the military technical office, and (c) the Contracting Officer shall grant or deny waiver after consideration of DFSC-Q's recommendations. NOTE: If technical offices cannot be contacted during non-duty hours, the COR at DFSC-Q may grant minor deviations to support urgent requirements; in doing so, the COR will advise the military technical quality office and Contracting Officer of the waiver and circumstances during the next working day.

#### F. MILITARY TECHNICAL QUALITY OFFICES.

Deviations to product specifications will be coordinated and approved by the following offices:

1. Army      U.S. Army Petroleum Center /SATPC-L  
New Cumberland, PA 17070-5008  
  
DSN 977-6053  
COM 717-7704392
2. Navy:      Navy Petroleum Office  
Cameron Station /TTRL-40  
Alexandria, VA 22304-6180  
  
DSN 284-7488  
COM 703-274-7488
3. Air Force Directorate of Aerospace Fuels  
San Antonio Air Logistics Center (SFT)  
1084 Andrews Road, Suite 1621  
Kelly Air Force Base  
TX 78241-5000  
  
DSN 9454655  
COM 210-9254655